



150 S. BRIDGE ST. • MARKESAN, WI 53946 • 920-398-3031

CITY OF MARKESAN COMMON COUNCIL
Markesan City Hall

June 14, 2016

Immediately following Council Special Meeting at 7:00 p.m.

****REVISED AGENDA****

1. Preliminaries
 - 1.1 Call to Order
 - 1.2 Roll Call by the Clerk-Treasurer
 - 1.3 Citizen's Comments
2. Approval & Review of Minutes, Reports & Correspondence
 - 2.1 Approve Common Council Minutes – May 10, 2016
 - 2.2 Police Report & Schedule
 - 2.3 Streets, Building & Utilities Minutes – June 7, 2016
 - 2.4 Public Property & Health Minutes – June 7, 2016
 - 2.5 Finance, Personnel & Safety Committee Minutes – May 25, 2016 (Committee of the Whole) and June 9, 2016
 - 2.6 Markesan Library Board Minutes – April 21, 2016
3. Approval of Claims:
 - 3.1 City Checks #33421-33465, Utility Checks #11641-11652, Electronic Payments #W290-309, and Direct Deposits #264-267
 - 3.2 File Treasurer's Report for Audit
4. New Business
 - 4.1 Consider Cost Sharing with Lions for Power Washing Big Building
 - 4.2 Consider Bid from D.L. Gasser for 2016 Overlay Projects, Millard Street & Stevens Lane, \$27,251.90
 - 4.3 Consider Storm Sewer Repair Parts from County Concrete, \$3,333.40
 - 4.4 Consider 2016 DNR Environment Fee, \$2,437.12
 - 4.5 Consider Ehlers Proposal for Clean Water Fund & Safe Drinking Water Fund Loan Applications, \$13,000
 - 4.6 Consider Res. 05-2016: 2015 CMAR Report
 - 4.7 Consider Request from Little Green Lake Protection District for Refund of Park Rental Fees, and Free Use in the Future
 - 4.8 Consider Appointment of Jo Hendee as Library Board School Representative, to vacant term expiring April 30, 2018
 - 4.9 Consider Appointment of Jamie Jahnke as Library Board Member, to vacant term expiring April 30, 2017
 - 4.10 Consider Class A Beer Retailers License for the period ending 6/30/17: Landmark Services Cooperative
 - 4.11 Consider Class A Beer & Liquor Retailers License for the period ending 6/30/17: Condon Oil Company, T.R. Robl Inc.
 - 4.12 Consider Class B Beer Retailers License for the period ending 6/30/17: Chezhead Firehaus LLC
 - 4.13 Consider Class B Beer & Liquor Retailers License for the period ending 6/30/17: EIV Properties, LLC, Stubby's Bar LLC, Up the Street Bar & Grill, LLC
 - 4.14 Consider Cigarette Licenses for the period ending 6/30/17: Condon Oil Company, Family Dollar Stores of WI, Inc., Landmark Services Cooperative, T.R. Robl Inc.
 - 4.15 Consider Soda Water Licenses for the period ending 6/30/17: Condon Oil, Del Monte Foods, Family Dollar, Firehaus BBQ, Landmark Services, Markesan Auto Home & Farm, Markesan Econo-Wash, Markesan Fire Dept, Markesan Elementary School, Markesan High School, Markesan Resident Home, Rennert's Fire Equipment, Robin II, Stubby's Bar, Ted's Piggly Wiggly, Up The Street
 - 4.16 Consider Operator's (Bartender's) Licenses for the period ending June 30, 2017: Justine Abendroth, Penny Anderson, Jenna Berkevich, Dennis Crook, Alex Dallman, Lori Damerow, Dolores Feuerhammer, Jenna Frausto, Dennis Giese, Jody Grams, Lisa Hill, Vanessa Hoffman, Robert Kwiatkowski, Megan Kwiesielewicz, Joshua Laper, Jeff Lieske, Kayla Michalowski, Frances Nagel, Robert Peck, Kayla Petruske, Dylan Prill, Patricia Prill, Rhonda Prill, Miranda Reyna, Jennifer Riel, John Ritchay, Cynthia Schulz, Gene Scott, Brandon Sosinsky, Ronda Stellmacher, Bradley Strahota, Diane Strahota, Elizabeth Vande Berg, Valentina Zelenko, Jessica Zertuche
 - 4.17 Consider Temporary Class "B" Retailers License: Markesan Lions Club, June 10-12, 2016, Markesan Lions Club, July 20, 2016, Markesan Lions Club, August 12, 2016
5. Schedule Future Meetings and Agenda Items
6. Adjournment

The Common Council welcomes all visitors to listen & observe, but only Council members & those invited to speak will be permitted to do so, except during any posted Public Hearing. Citizen's Comments is where any citizen may comment on an issue, but the Council may only listen and may not reply to or address the issue unless it is an item on the agenda.

Any person requiring special assistance to participate in this meeting should contact the Clerk-Treasurer at 398-3031 at least 24 hours prior to the meeting so appropriate accommodations can be made.

CITY OF MARKESAN COMMON COUNCIL

May 10, 2016

MINUTES

1. Preliminaries

- 1.1 Meeting was called to order by Mayor Rich Slate at 7:00pm.
- 1.2 Present were Ald. Abendroth, Ald. Bieszki, Ald. Henke, Mayor Slate, Ald. Thiem, Ald. Triemstra, Ald. Zastrow and Clerk-Treasurer Athorp. Also present was Scott Mundro.
- 1.3 No citizen's comments.

2. Approval & Review of Minutes, Reports & Correspondence

- 2.1 After review, motion Abendroth/Bieszki to approve the April 12 and April 19, 2016, Common Council minutes as presented; carried 6-0.
- 2.2 - 2.6 After review of all items, motion Triemstra/Zastrow to approve the April Police Report & May Schedule, Finance, Personnel & Safety Committee minutes of May 5, 2016; Public Property & Health minutes of May 3, 2016; and Streets, Building & Utilities minutes of May 3, 2016, as presented; and to accept the Markesan Library Board minutes of Mar. 17, 2016; carried 6-0.

3. Approval of Claims:

- 3.1 The Finance, Personnel & Safety Committee reviewed City and Utility checks and recommended approval to the Council. Motion Bieszki/Abendroth to approve the following vouchers as presented: City Checks #33380-33420, electronic payments #W268-69 and W271-289, and direct deposits #260-263 in the amount of \$107,220.29, and Utility Checks #11627-11640 and electronic payment #W270 in the amount of \$22,587.95; carried 6-0 on a roll call vote.
- 3.2 After review, by consensus the April 2016 Treasurer's Report was filed for audit.

4. New Business.

- 4.1 Action postponed for power washing the Big Building at Soldier's & Sailor's pending receipt of additional information.
- 4.2 Following discussion, motion Bieszki/Thiem to approve the purchase of two City Hall boiler pumps at a cost of \$732.50 each; carried 6-0 on a roll call vote.
- 4.3 Following discussion, motion Henke/Triemstra to approve the bid of \$1240 from Great Lakes for televising sewers; carried 6-0 on a roll call vote.
- 4.4 Following discussion, motion Abendroth/Bieszki to make a conditional offer of part-time employment, pending background and drug test, to Officer Ryan Nelson at the current wage rate; carried 6-0 on a roll call vote.
- 4.5 Following discussion, motion Bieszki/Triemstra to waive the reading and approve Ord. 238: Amending Code 355-12 (see attachment #1) to add parking restrictions on N. Bridge St.; carried 6-0 on a roll call vote.
- 4.6 Action postponed for Ord. 239: Amending Code 78-4 changing Council member & other salaries, and sent back to Finance Committee for further review.
- 4.7 Following discussion, motion Henke/Bieszki to approve up to \$1500 for General Code to codify the ordinance changes made since April 2015; carried 6-0 on a roll call vote.
- 4.8 Following discussion, motion Thiem/Zastrow to approve a \$1500 donation toward the June Dairy Days activities; carried 6-0 on a roll call vote.
- 4.9 Following discussion, motion Abendroth/Thiem to approve the June Dairy Days budget of \$15,244 and the schedule of activities as presented; carried 6-0 on a roll call vote.

- 4.10 Upon review, motion Henke/Zastrow to grant a temporary Class “B” retailers license to the Markesan Fire Department for the period June 10-12, 2016; carried 6-0.
- 4.11 Upon review, motion Thiem/Zastrow to grant operator’s licenses to Jeffrey Mildebrandt, Linda Moldenhauer, Richard Moldenhauer, Daniel Prill, Landon Schweder, Joseph Strelow, and Thomas Wilde for the period ending June 30, 2016; carried 6-0.

5. Schedule Future Committee Meetings and Agenda Items. The following meetings were scheduled: Finance, Personnel & Safety Committee of the Whole – May 25, 2016, 7:00pm; Streets, Building & Utilities – June 7, 2016, 7:00pm; Public Property & Health – June 7, 2016, 7:30pm; Finance, Personnel & Safety Committee, June 9, 2016, at 7:30pm. It was noted that Open Book was scheduled for May 31, 2016, from 4:00-6:00pm, and Board of Review was scheduled for June 28, 2016, from 5:00-7:00pm. The Council requested the following items be placed on a future agenda: none.

6. Adjournment. Motion Triemstra/Abendroth to adjourn; carried 6-0. The meeting adjourned at 7:27pm.

Respectfully submitted,

Lavonne Athorp, City Clerk-Treasurer



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Markesan Police Department
William A. Pflum, Chief of Police

Finance, Personnel and Public Safety Committee

Presented on June 9, 2016

May 2016

Agenda:

- 1. School Crossing Guard Wage**
- 2. Green Bay Packers Crime Prevention Cards**

Appendix:

- 1. School Crossing Guard Comparable Table**

1. School Crossing Guard Wage Study

This department recently conducted a wage study of surrounding school crossing guards. The findings are attached. This wage study shows that we currently are below all area communities by at least \$1.67/hour. Our crossing guards are dedicated and loyal employees. I believe in order to keep our current employees and recruit future crossing guards we need to raise the wage.

This department is proposing that beginning the 2016/2017 school year, the pay for school crossing guards goes up to \$9.50/hour and each guard is paid for one hour in the AM and one hour in the PM for a total of 2 hours per day they work.

I spoke to District Administrator Bark and he stated that the school would commit to the raise for their half of the costs as long as the city would commit to the other half of the cost increase.

The increase for all three crossing guards would be approximately \$2220.00 so the cost for the school and the city would be an increase of approximately \$1110.00 per year.

2. Packers Crime Prevention Cards

This department has signed up to be part of the Green Bay Packers Crime Prevention Player Card program. This program provides departments with sets of popular/favorite Packer players with crime prevention tips on the back. Our police department logo will also be on the back of the cards.

The program isn't free and for around 600 sets will run around \$450.00 dollars. However, this department has forged a partnership with the Markesan Chamber of Commerce and they have been gracious enough to pay \$250.00 dollars of the costs. Because of this very kind gesture their logo will also be featured on the back of each of the playing cards.

Look for our department to be handing these cards out to kids in the community the first week of September.

2016 School Crossing Guard Wage Comparable Table

Markesan	\$7.65/hourly paid for the time they put in at their post
Princeton	\$9.75/hourly paid for one hour in the AM and one hour in the PM
Green Lake	\$9.50/hourly paid for one hour in the AM and one hour in the PM
Ripon	\$10.07/hourly paid for one hour in the AM and one hour in the PM
Berlin	\$12.75/hourly paid for one hour in the AM and one hour in the PM
Waupun	\$11.66/hourly paid for 1.5 hours in the AM and 1.5 hours in the PM
Randolph	\$9.32/hourly paid 45 minutes in the AM and 45 minutes in the PM
Average pay from surrounding cities comes to \$10.51/hour	
Average pay with our wage and surrounding cities comes to \$10.10/hour	

Streets, Building, & Utilities Committee
Markesan City Hall
Tuesday, June 7, 2016

Call to Order: Meeting called to order by Chair Henke at 7:00p.m.

Roll Call: By sign in.

Citizen's comments: A number of citizens were present but commented under the South High Street sidewalk survey item on the agenda. They were asked to sign in on the meeting sign-in form.

Public Works Report:

South High Screen Sidewalk Survey: Martin reviewed the results from the citizen's survey. Of the 13 responses, 10 requested option 1 – to replace the street exactly as it presently is. Several citizens spoke to the committee discussing the snow plowing, current sidewalks and driveways and how they will be replaced, tree removal and responsibility for costs, and septic replacement and responsibility for costs. Motion by Mayor Slate/Ald. Triemstra to ask General Engineering to begin developing project plans using option 1. Motion carried. The committee will review the plans at the August Streets meeting.

Old Business:

2017 Street/Utility Project Updates: Tony noted that General Engineering had submitted the application for the CDBG grant.

New Business

Discuss Acquisition of Property at end of S. High Street: No action at this time

Motion by Mayor Slate/Ald. Triemstra to approve the cost of East Vista Street storm sewer repair parts to be purchased from County Concrete at a cost of \$3,333.40. Motion carried. Motion by Ald. Abendroth/Mayor Slate to approve the Millard Street and Stevens Lane overlay bid from D. L. Gasser at a cost of \$27,251.90. Motion carried.

Water and Sewer Department Report: Motion by Ald. Abendroth/Mayor Slate to approve the payment of the 2016 environmental fee to the DNR at a cost of \$2,437.12. Motion carried. Tony noted he had filed the application as required for the PSC Water Rate increase. Tony provided information about the Phosphorus upgrade. Motion by Ald. Abendroth/Ald. Triemstra to bid out the treatment plant upgrade project to resurface the covers. Motion carried. Motion by Mayor Slate/Ald. Abendroth to approve Res. 05-2016: 2015 CMAR Report. Motion carried.

Review Land Use Permits: No further action

Adjournment: Motion Mayor Slate/Ald. Thiem to adjourn; motion carried. Meeting adjourned at 7:51 p.m.

Public Property & Health Committee Minutes

June 7, 2016

Meeting was called to order at 7:56pm

Roll call by sign-in

Citizen's comments:

- A member of the Lions (Dave Brinkman) wanted to thank the City for their help in the recent clean-up of the park. He feels we should have one voice from the Lions & City to help ease the process of communication.
- On another note, Mr. Brinkman mentioned the Lions had the roof on the shelter power washed for a cost of \$600. The Lions paid it, but would like to request ½ back from the City. This particular point was not on the agenda, so it has been moved to City Council for the next meeting.

Public Works Report:

- Warming shack repairs are on hold. Kiwanis will meet to come up with a plan since they've had issues with animals in it again.
- June Dairy Days update – everything is going well and the garage will be ready by Thursday.

Old Business:

- Chickens in Residential Zoning – Mr. Hilke brought some information from ordinances from surrounding communities. It was discussed a bit further regarding concerns about it not being complete enough. Mr. Hilke will go back and gather more detailed info and come to the next meeting with that information. No action taken at this time.

New Business:

- Handicap access to the Scout Cabin at Soldiers & Sailors Park – Martin is going to look into more information for the next meeting. No action taken at this time.
- Painting posts at Soldiers & Sailors Park – Dave Brinkman agreed to paint the post in the park. Motion by Ald. Bieszki, 2nd by Mayor Slate to approve the purchase of paint for the posts, not to exceed \$100. Motion carried: 4-0-1 (abstention)
- Request for park rental fee refund – Little Green Lake Protection District – Motion by Ald. Bieszki, 2nd by Mayor Slate to move the request to City Council. Motion carried: 5-0

Adjournment:

- Motion by Ald. Triemstra; 2nd by Ald. Thiem to adjourn at 8:35pm. Motion carried: 5-0

Respectfully Submitted by Chair Stephanie Zastrow

Finance, Personnel and Safety Committee of the Whole

Minutes

May 25, 2016

Call to Order: Meeting called to order at 7:00pm by Chair Steve Bieszki.

Roll Call: By sign in. Present were Ald. Abendroth, Ald. Bieszki, Ald. Zastrow, Ald. Thiem, Chief Pflum, and Clerk-Treasurer Athorp.

Citizen's Comments: None

Old Business

- **Working Meeting to Review Employee Handbook:** The Committee reviewed sections 4 and 5 of the draft Employee Handbook. Section 4: Paid Time Off was reviewed and several changes were suggested. Clerk-Treasurer Athorp was asked to develop an option for paid time off to incorporate a single "bank" of hours off for vacation, holidays, and personal days. Further discussion will be on the next agenda. Various changes to the vacation schedule were discussed. Sick leave was also reviewed. A policy for requiring a physician's return to work authorization if an employee is absent for more than three days was discussed and approved. The Committee also made minor changes to the Bereavement and Jury Duty sections. Changes were also suggested for Section 5: Leaves of Absence. Ald. Bieszki will check on the Military Leave policy, as he believes there are some requirements imposed by the military that we should be aware of. As we are subject to federal FMLA and a new section was added to the Handbook for that, the previous "Emergency Leave" section was removed, as it was redundant. A few other minor changes were made throughout. The Committee asked Clerk-Treasurer Athorp to develop a cost sheet, showing the dollar value for all proposed benefits.

Adjournment: Motion by Ald. Abendroth/Ald. Zastrow to adjourn. Motion carried. Meeting adjourned at 8:38pm.

Submitted by Clerk-Treasurer Lavonne Athorp

FINANCE, PERSONNEL & SAFETY COMMITTEE

JUNE 9, 2016

Minutes

Call to Order: Meeting was called to order at 7:30pm

Roll Call was by sign in sheet.

Citizen's Comments: None.

Emergency Management Report: Mike reported Emergency Management will be helping out with traffic control for the 5K run on Saturday.

- June Dairy Days: Emergency Management will be helping with the Parade traffic.

Police Report & Schedule: There was an open discussion about what information from the Police report would not be posted on the web and why.

- Crossing Guard Wages & Wage Policy:

With the retirement of one of the crossing guards, Chief Pflum reviewed the wages that are being paid in other areas and found out that Markesan was the lowest wages. Motion by Mayor Slate 2nd Ald. Zastrow to set the wages at \$9.50 effective in the Fall of 2016 with a one (1) hour minimum per shift; Motion Carried.

- Green Bay Packers Crime Prevention Cards:

The Department signed up to be part of the Green Bay Packer Crime Prevention Play Card Program. The cost for a set of 600 cards is \$450.00, the department will be paying \$200.00 and the Markesan Chamber of Commerce will pay \$250.00. The officers will hand out cards around the 1st of September.

Old Business

- Review of Code Sec. 78-4, regarding Council Member Salaries & Certain City Employee Salaries & Benefits:

Open Discussion about Alderpersons attending outside meetings. Motion by Mayor Slate 2nd Ald. Zastrow for Ambulance Board, Fire District, Library, and other non-City meetings with Council approval \$20.00 per meeting, if they are the Chairperson or the recorder of the official meeting minutes \$40.00. Motion Carried (3) Yes, (1) No.

Motion by Mayor Slate 2nd Ald. Abendroth to revise part of section (A)(3) to read Automobile Mileage shall be reimbursed at the current rate established by the internal Revenue Service for Business use of a vehicle; to revise section (A)(4) to remove the words **City employee and**; to add section (A)(5) as proposed; and to remove the following from section (E) "at all times while on call as police office for the City". Motion Carried.

- RFP for New City Auditor

Open Discussion. Motion by Mayor Slate 2nd Ald. Zastrow to get the details and the cost to bid out getting a new City Auditor. Motion Carried.

- Accounting Software Changes

Motion by Mayor Slate 2nd Ald. Zastrow to approve the purchase of QuickBooks at a cost of \$1520.00 Motion Carried.

New Business

Financial Services Proposal for 2017 Water & Sewer Project Loan Applications: Motion by Mayor Slate 2nd Ald. Abendroth to send to Tony for his recommendation. Motion Carried.

Review and Approval of Vouchers Payable: Motion Ald. Abendroth 2nd Mayor Slate to approve Vouchers Payable. Motion Carried

Adjournment: Motion Mayor Slate 2nd Ald. Zastrow to adjourn. Motion Carried. Meeting adjourned at 8:22PM.

Submitted by Chair Steve Bieszki

Markesan Public Library

Board of Trustees

Minutes April 21, 2016

- I. Call to order: Pres. Stegeman called the meeting to order at 4:15. Trustees present: Molly Stegeman, Nancy Kirst, Beth Kazda, Jo Hendee, David Abendroth, Rachel Nitz, Ben Moderow, and Director Hazlewood. Bark was excused. Adam Thiem was introduced as the new City Council Trustee appointed by Mayor Slate.
- II. Approval of Agenda: **Kirst/Kazda motioned to approve the agenda. Motion carried.**
- III. Approval of Minutes: **Kazda/Abendroth moved to approve the minutes from March 17, 2016. Motion carried.** Abendroth then excused himself from the meeting.
- IV. Input from Public: None
- V. Financial Reports: **Nitz/Kazda moved to approve the bills. Motion carried.** It was noted that the memorial given in honor of Jean Hollander has not yet been designated.
- VI. President's Report: None.
- VII. Director's Report: 1. Hazlewood was invited by Connie Wilsnack to speak to the Family and Consumer Science class. 2. A list of outside projects that could be tackled during the upcoming summer months was reviewed. It was noted that there could possibly be some cost sharing with the police department for security cameras located outside the library building. 3. Memorial money given in honor of Louise Dzbinski totaled \$227.00. The Director suggested that it could be directed towards new bushes in front of the library. This will go on the agenda for May. 4. There was discussion regarding the proposed credit card payment option. Each transaction costs the library \$.25 and 2% of the total transaction. **Thiem/Nitz motioned to set the minimum credit card transaction at \$5.00. Motion carried.**
- VIII. Old Business:
 - Health Insurance for the Director. The Wisconsin League of Municipalities clearly states in its publication that library directors are municipal employees. **Nitz/Kazda motioned to send a letter to the City to inquire what qualifications a municipal employee must meet in order to receive health insurance. Motion carried.**
 - Card, Card, Richard, Peacock Trusts and the Oshkosh Foundation. Markesan State Bank has released the Trust funds to the Oshkosh Foundation. A new contract was signed; the principal is to remain intact on these funds.
- IX. New Business:
 - Director's Evaluation. **Moderow/Hendee motioned to accept the evaluation form put forth by President Stegeman, and to schedule a closed session to discuss the compiled results after the regular July meeting. Motion carried.**

Nitz/Kazda motioned to adjourn the meeting at 5:32. Next meeting will be May 19, 2016.

Respectfully submitted,

Nancy Kirst, Secretary

Director's Report - May 2016

I followed up on the credit card readers. The credit card readers have to be able to communicate with the library circulation system, Sirsi. Karla Smith wrote in her email the following: *"The readers we will be getting now will not be PIN & Chip (aka "EMV") compliant. There is no actual law that requires EMV—it is an industry requirement. We do not have a choice of what sort of reader we buy—there is only the model that SirsiDynix's partner company, ProPay, is supporting."* They were purchased with a grant that has to be used by a certain date. In addition, our circulation system will need to be updated before it will accept the chip readers. We will be updated at the same time as everyone else.

I also followed up on the memorial for Jean Hollander. There were two donations, one from Jean's daughter for \$500 and one from a very close friend of Jean's, also for \$500. They were given several months apart. I do not remember if there was any special instruction and I do not find any documentation.

Our 12th Annual Spring Fling will be on Saturday, May 14. We will have the FFA plant sale, book sale, cinnamon rolls and morning beverages all starting at 9 till 11. All of the staff has been busy working on what has become one of our main fund raisers of the year. Our 2nd Garden Art Auction has over 40 beautiful items (we had about 35 last year). There is a wide variety of items, book planters, bird houses, bottle art, welded iron, plate flowers, wooden plant stand, solar light art, planters, painted door, just to name a few. Everything has been donated by local people. Of course, even if the items are very beautiful, we still need people to bid on the items.

New for this year's Spring Fling is the Scrabble Tournament from 10 - 11. We will be using modified rules to make it more fun and quick paced. Teams may consist of 1, 2, 3, or 4 players. All of the tiles will be face up and every team will start with the same word. The team will have 12 minutes to strategically place the tiles anywhere to make the highest scoring words. The score will be determined at the end. Words will not build on each other, i.e., write, writer, writers; only "writers" will count. Tiles can be moved around during the 12 minutes game in order to get the highest points. We have been able to borrow Scrabble boards from other libraries.

I have been able to get some appointments for estimates for security cameras. I have reviewed the preferred placement with Chief Pflum. We have determined that we would need 8-9 cameras to cover the entire building, in and out. I hope to have some prices for the next board meeting. If we are able to purchase and install the cameras, we will also have to have a policy as it regards to Library confidentiality. The video will be considered a confidential library record, but if there are criminal conduct issues, law enforcement may request and we may disclose the video. Likewise, if the library has some criminal conduct issues, we may request that law enforcement assist us. Also, we will have to have policy regarding how long we retain the video. It seems like 30 days are standard, though it can be more or less.

The Wisconsin Veteran Museum traveling exhibit, Working Warriors, will be on display at the Library until June 15. There are 14 big panels with historical pictures showing some of the other

occupations needed to help the military such as cooking, payroll, mechanics, dentists, etc. I am working putting a program together. We will have a book display on related topics. We are partnering with the Historical Society and they will bring some military uniforms. Also, the Legion will have a portion of the panels on display during the BBQ Chicken Dinner on Sunday before Memorial Day.

I will be at a Wisconsin Public Library Conference in Oshkosh one day this week. Normally, I would attend for more time, but I am not able to get away for longer with the Spring Fling event so close.

June Dairy Days is approaching. Katie Gellings, Green Lake County Family Living Coordinator, will have her really popular cheese making demonstration. It was very well attended last year and everyone loved tasting the cheese. Everyone last year absolutely loved the program and if you have never seen a cheese making demo, it is highly recommended.

The theme for June Dairy Days is "Hats off to Agriculture." We are working on having a hat display: workers hats, fancy hats, silly hats, etc. We will set up the hats and books after the Garden Art auction.

The five county libraries will have a float in the June Dairy Days Parade with the theme "Hats off to Books." We will have 10-11 cardboard sandwich boards painted to look like book covers. All the books will follow a "hats" theme. Since this parade is early in the summer, we will be able to advertise all of our children's summer library program events, and include a book mark.

And if all this has not kept us busy enough we have been working on Summer Library Program. We will have a program with animals from around the world on June 13. The theme this year is sports and we are hoping to get some local high school students help with some sports related workshops. As always we will have the reading portion for children every week.

Finally, we have Purdy, the Reading Dog lined up to have children read to her. This is will be our third year with Purdy. She is allowed to "work" only for two hours a day, in 15 minute slots. Some weeks we have so many children signed up we have to ask siblings to share their reading time.

Lucy Hazlewood, Library Director

June 9, 2016

TO: CITY CLERK-TREASURER

FROM: FINANCE, PERSONNEL & SAFETY COMMITTEE

Please be advised we have reviewed the following vouchers, found them to be in order, and recommend to the Common Council that authorization for payment be approved:

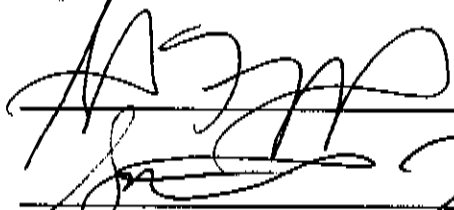
CITY CHECKS: #33421-#33465	\$ 44,761.64
DD #264-267	\$ 30,407.71
EFT #W0290-0309	\$ 28,273.73
TOTAL	<div>\$ 103,443.08</div>

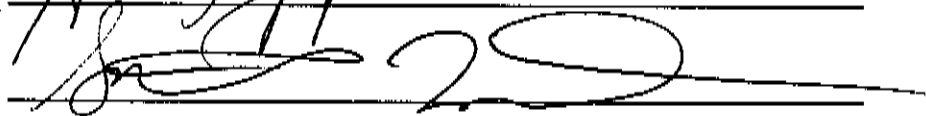
UTILITY CHECKS: #11641-#11652	\$ 24,110.84
EFT # n/a	
TOTAL	<div>\$ 24,110.84</div>

With the exception of:

_____	_____	_____
_____	_____	_____

Signed:





Rul SLt

Check History Report
Sorted By Check Number
Activity From: 5/6/2016 to 6/7/2016

City of Markesan (COP)

Bank Code: A MSB - City Checking

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
033421	5/19/2016	ALLIANT	ALLIANT ENERGY/WP&L	3,366.56	Auto
033422	5/19/2016	LANDSER	LANDMARK SERVICES COOPERATIVE	617.56	Auto
033423	5/19/2016	MARKDIS	MARKESAN DISTRICT SCHOOLS	2,522.49	Auto
033424	5/19/2016	SHELFLE	SHELL FLEET PLUS	470.29	Auto
033425	5/19/2016	VERIWIR	VERIZON WIRELESS	122.71	Auto
033426	5/19/2016	WEENERG	WE ENERGIES	502.31	Auto
033427	5/19/2016	WELLFAR	WELLS FARGO REMITTANCE CENTER	1,267.94	Auto
033428	5/24/2016	DEANHEA	DEAN HEALTH PLAN	1,056.88	Manual
033429	5/31/2016	HEBEJEF	JEFFREY HEBERER	204.00	Manual
033430	5/31/2016	PREEMP	PRE-EMPLOYMENT FUND	76.92	Manual
033431	6/2/2016	COM	CITY OF MARKESAN	475.00	Manual
033432	6/2/2016	COMW&S	MARKESAN WATER & SEWER	102.07	Manual
033433	6/7/2016	ACTIAPP	ACTION APPRAISERS & CONSULTANT	1,425.00	Auto
033434	6/7/2016	AFLAC	AFLAC INSURANCE	167.14	Auto
033435	6/7/2016	ALERTOX	ALERE TOXICOLOGY SERVICES, INC	62.75	Auto
033436	6/7/2016	ALSPLBG	AL'S PLUMBING	226.87	Auto
033437	6/7/2016	BALLIMP	BALLWEG IMPLEMENT	182.10	Auto
033438	6/7/2016	BCCOMM	B.C. COMMERCIAL LAUNDRY SERV.	65.48	Auto
033439	6/7/2016	BERLJOU	BERLIN JOURNAL NEWSPAPERS	1,309.88	Auto
033440	6/7/2016	BRAUSTE	STEVE BRAUN	2,113.76	Auto
033441	6/7/2016	CENTURY	CENTURYLINK	539.36	Auto
033442	6/7/2016	CHRIFLO	CHRIS' FLORAL & GIFTS	28.00	Auto
033443	6/7/2016	COMPOFF	COMPLETE OFFICE OF WISCONSIN	280.89	Auto
033444	6/7/2016	CRACFIL	CRACK FILLING SERVICE CORP.	5,000.00	Auto
033445	6/7/2016	FASTCOM	FASTENAL COMPANY	191.36	Auto
033446	6/7/2016	GENEENG	GENERAL ENGINEERING CO., INC.	2,283.59	Auto
033447	6/7/2016	GLCTREA	GREEN LAKE COUNTY TREASURER	7,089.96	Auto
033448	6/7/2016	GRFIRE	GRAND RIVER FIRE DISTRICT	286.00	Auto
033449	6/7/2016	LEHNLAW	LEHNER LAW OFFICE	100.00	Auto
033450	6/7/2016	MARKAUT	MARKESAN AUTO, HOME & FARM	247.41	Auto
033451	6/7/2016	MARKLUM	MARKESAN LUMBER	499.08	Auto
033452	6/7/2016	MCLECOD	CODY MC LEAN	15.00	Auto
033453	6/7/2016	MIDSEQU	MID-STATE EQUIPMENT	975.00	Auto
033454	6/7/2016	MINNMUT	MINNESOTA MUTUAL LIFE	82.57	Auto
033455	6/7/2016	PFLUWIL	WILLIAM A. PFLUM	15.00	Auto
033456	6/7/2016	POLIAND	THE POLICE AND SHERIFFS PRESS	49.98	Auto
033457	6/7/2016	ROBETOM	TOM ROBERTS	15.00	Auto
033458	6/7/2016	SHERIND	SHERWIN INDUSTRIES, INC.	636.00	Auto
033459	6/7/2016	SPIEFIR	SPIELBAUER FIREWORKS CO., INC	1,500.00	Auto
033460	6/7/2016	SUPERHE	SUPERHEAT	1,465.00	Auto
033461	6/7/2016	THEDCAR	THEDA CARE LABORATORIES	42.50	Auto
033462	6/7/2016	UNIFSHO	THE UNIFORM SHOPPE	275.80	Auto
033463	6/7/2016	WASTMAN	WASTE MANAGEMENT OF WISCONSIN	6,687.03	Auto
033464	6/7/2016	WATRPPI	PHILIP WATRY	15.00	Auto
033465	6/7/2016	WILAB	WI STATE LABORATORY OF HYGIENE	104.40	Auto
W00290	5/12/2016	EMPLBEN	EMPLOYEE BENEFITS CORPORATION	40.55	Wire Transfer
W00291	5/13/2016	WIDOR	WISCONSIN DEPT. OF REVENUE	150.00	Wire Transfer
W00292	5/17/2016	EMPLBEN	EMPLOYEE BENEFITS CORPORATION	125.00	Wire Transfer
W00293	5/18/2016	EMPLBEN	EMPLOYEE BENEFITS CORPORATION	63.00	Wire Transfer
W00294	5/18/2016	IRS	INTERNAL REVENUE SERVICE	4,826.91	Wire Transfer
W00295	5/18/2016	WIDOR	WISCONSIN DEPT. OF REVENUE	816.02	Wire Transfer
W00296	5/18/2016	EMPOWER	EMPOWER RETIREMENT	30.00	Wire Transfer
W00297	5/18/2016	WISCTF	WI SCTF	204.00	Wire Transfer
W00298	5/20/2016	EMPLBEN	EMPLOYEE BENEFITS CORPORATION	87.64	Wire Transfer

Check History Report
Sorted By Check Number
Activity From: 5/6/2016 to 6/7/2016

City of Markesan (COP)

Bank Code: A MSB - City Checking

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
W00299	5/24/2016	EMPLBEN	EMPLOYEE BENEFITS CORPORATION	500.00	Wire Transfer
W00300	5/25/2016	EMPLBEN	EMPLOYEE BENEFITS CORPORATION	505.53	Wire Transfer
W00301	5/26/2016	EMPLBEN	EMPLOYEE BENEFITS CORPORATION	296.12	Wire Transfer
W00302	5/31/2016	EMPLBEN	EMPLOYEE BENEFITS CORPORATION	54.00	Wire Transfer
W00303	5/31/2016	WIWRS	WISCONSIN RETIREMENT SYSTEM	5,377.34	Wire Transfer
W00304	5/31/2016	EMPOWER	EMPOWER RETIREMENT	30.00	Wire Transfer
W00305	5/31/2016	WIDOR	WISCONSIN DEPT. OF REVENUE	837.89	Wire Transfer
W00306	5/31/2016	IRS	INTERNAL REVENUE SERVICE	4,885.38	Wire Transfer
W00307	6/1/2016	AETNA	AETNA LIFE INSURANCE COMPANY	9,096.66	Wire Transfer
W00308	6/1/2016	DELTDEN	DELTA DENTAL OF WISCONSIN	294.69	Wire Transfer
W00309	6/7/2016	EMPLBEN	EMPLOYEE BENEFITS CORPORATION	53.00	Wire Transfer
Bank A Total:				73,035.37	

Check History Report
Sorted By Check Number
Activity From: 5/6/2016 to 6/7/2016

City of Markesan (COP)

Bank Code: B FSB - W/S Checking

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
011641	5/19/2016	ALLIANT	ALLIANT ENERGY/WP&L	2,554.09	Auto
011642	5/19/2016	LANDSER	LANDMARK SERVICES COOPERATIVE	202.06	Auto
011643	5/19/2016	WEENERG	WE ENERGIES	27.68	Auto
011644	5/31/2016	COM	CITY OF MARKESAN	15,416.29	Auto
011645	6/1/2016	COM	CITY OF MARKESAN	2,049.21	Manual
011646	6/7/2016	BADGLAB	BADGER LABORATORIES & ENG.	582.00	Auto
011647	6/7/2016	CENTURY	CENTURYLINK	152.22	Auto
011648	6/7/2016	HEBEJEF	JEFFREY HEBERER	15.00	Auto
011649	6/7/2016	NENAROB	ROBERT J. NENAHLO	2,800.00	Auto
011650	6/7/2016	TELEINS	TELEDYNE INSTRUMENTS, INC	141.05	Auto
011651	6/7/2016	USCELLU	U.S. CELLULAR	46.24	Auto
011652	6/7/2016	WIDNRF	WI DNR	125.00	Auto
Bank B Total:				24,110.84	
Report Total:				97,146.21	

Treasurer's Report - Summarized by Main GL
For The 5 Periods Ended 5/31/2016

City of Markesan (COP)

	Year to Date	ORIGINAL Annual Budget	Variance	Variance %
Revenue				
Taxes				
City Taxes	16,054.13	639,714.00	-623,659.87	-97.49
TIF Increment	0.00	56,500.00	-56,500.00	-100.00
Mobile Home Taxes	1,497.68	2,600.00	-1,102.32	-42.40
Payment in Lieu of Taxes	14,450.71	58,000.00	-43,549.29	-75.08
Interest on Taxes	4.88	0.00	4.88	0.00
Total Taxes:	32,007.40	756,814.00	-724,806.60	-95.77
Intergovernmental Revenues				
Shared Revenue	0.00	421,283.00	-421,283.00	-100.00
Fire Insurance 2% Dues	0.00	2,800.00	-2,800.00	-100.00
Exempt Computer Aid	0.00	3,000.00	-3,000.00	-100.00
Police Training Grants	0.00	750.00	-750.00	-100.00
Transportation Aids	33,208.72	66,006.00	-32,797.28	-49.69
MSLIP Grants	9,538.34	0.00	9,538.34	0.00
DNR Recycling Grant	5,945.80	5,880.00	65.80	1.12
EMS (Ambulance) Reimb	0.00	5,000.00	-5,000.00	-100.00
Total Intergovernmental Revenues:	48,692.86	504,719.00	-456,026.14	-90.35
Licenses & Permits				
Alcohol Licenses	1,220.00	2,650.00	-1,430.00	-53.96
Operator's Licenses	790.00	1,700.00	-910.00	-53.53
Soda Water Licenses	80.00	100.00	-20.00	-20.00
Cigarette Licenses	300.00	300.00	0.00	0.00
Other Business Licenses	50.00	120.00	-70.00	-58.33
Cable Franchise Fees	600.00	1,200.00	-600.00	-50.00
Dog Licenses (City Share)	636.37	1,050.00	-413.63	-39.39
Buildings Permits	1,310.00	3,500.00	-2,190.00	-62.57
Land Use Permits (Zoning)	0.00	250.00	-250.00	-100.00
Total Licenses & Permits:	4,986.37	10,870.00	-5,883.63	-54.13
Fines, Forfeits & Penalties				
Ordinance Violations-Court/Other	5,105.40	5,000.00	105.40	2.11
Parking Violations	200.00	500.00	-300.00	-60.00
Total Fines, Forfeits & Penalties:	5,305.40	5,500.00	-194.60	-3.54
Public Charges for Services				
Clerk-Treasurer's Fees	266.06	500.00	-233.94	-46.79
Publication Fees	394.80	400.00	-5.20	-1.30
Police Dept Fees	40.00	150.00	-110.00	-73.33
Recycle-Ecycle Disposal Fees	867.22	1,400.00	-532.78	-38.06
Weed Control Charges	0.00	300.00	-300.00	-100.00
Cemetery Lot Sales	1,000.00	1,500.00	-500.00	-33.33
Park Shelter Use	725.00	1,400.00	-675.00	-48.21
Community Center Use	435.00	700.00	-265.00	-37.86
Total Public Charges for Services:	3,728.08	6,350.00	-2,621.92	-41.29
Intergov't Charges for Services				
School Liason	2,085.05	2,700.00	-614.95	-22.78
Recycling Center - Towns Reimb	7,727.91	12,025.00	-4,297.09	-35.73
Crossing Guard Reimbursement	3,763.23	5,200.00	-1,436.77	-27.63

**Treasurer's Report - Summarized by Main GL
For The 5 Periods Ended 5/31/2016**

City of Markesan (COP)

	Year to Date	ORIGINAL Annual Budget	Variance	Variance %
Total Intergov't Charges for Services:	13,576.19	19,925.00	-6,348.81	-31.86
Miscellaneous Revenue				
Interest Earnings	235.82	650.00	-414.18	-63.72
Rent - Municipal Building	4,450.00	12,600.00	-8,150.00	-64.68
Rent - Land	100.00	2,460.00	-2,360.00	-95.93
Rent - Cell Tower	4,161.60	10,000.00	-5,838.40	-58.38
Insurance Dividends/Rebates	2,104.00	2,100.00	4.00	0.19
Donations	4,650.00	8,000.00	-3,350.00	-41.88
Expense Reimbursements - All Types	3,579.64	1,000.00	2,579.64	257.96
Total Miscellaneous Revenue:	19,281.06	36,810.00	-17,528.94	-47.62
Other Financing Sources				
Sinking Loan Fund	0.00	20,190.00	-20,190.00	-100.00
Total Other Financing Sources:	0.00	20,190.00	-20,190.00	-100.00
Utility Revenue				
Unmetered Water	29.94	0.00	29.94	0.00
Other Water Revenues	114.00	0.00	114.00	0.00
Interest Earned Sewer	72.56	0.00	72.56	0.00
Unmetered Sewer	1,751.75	0.00	1,751.75	0.00
Total Utility Revenue:	1,968.25	0.00	1,968.25	0.00
Total Revenue:	129,545.61	1,361,178.00	-1,231,632.39	-90.48
Gross Profit:	129,545.61	1,361,178.00	-1,231,632.39	-90.48
Expenses				
General Government				
Council	0.00	10,250.00	10,250.00	100.00
Mayor	2,500.00	7,500.00	5,000.00	66.67
Committees & Commissions	0.00	600.00	600.00	100.00
City Attorney-General	3,208.75	4,000.00	791.25	19.78
City Attorney-Prosecution	2,916.42	3,200.00	283.58	8.86
Legal Fees - Special	75.40	0.00	-75.40	0.00
Municipal Code Updates	495.00	1,000.00	505.00	50.50
Legislative Support	3,718.89	13,000.00	9,281.11	71.39
General Administration	8,528.32	18,000.00	9,471.68	52.62
Elections	4,788.25	7,500.00	2,711.75	36.16
Licensing & Permits	779.48	3,000.00	2,220.52	74.02
General Accounting	3,885.60	16,000.00	12,114.40	75.72
Independent Audit	0.00	4,200.00	4,200.00	100.00
Payroll Accounting/Human Resources	4,113.26	6,750.00	2,636.74	39.06
Medicare	2,132.06	5,241.00	3,108.94	59.32
Social Security	9,116.35	22,411.00	13,294.65	59.32
Health Insurance	35,864.49	97,500.00	61,635.51	63.22
Life Insurance	90.62	575.00	484.38	84.24
Paid Time Off	22,419.38	0.00	-22,419.38	0.00
Wisconsin Retirement System	11,162.42	26,725.00	15,562.58	58.23
Purchasing	519.97	1,600.00	1,080.03	67.50
Property Assessment	1,931.88	6,750.00	4,818.12	71.38
Property Tax Collection	1,187.20	3,000.00	1,812.80	60.43
Property & Liability Insurance	7,533.60	18,315.00	10,781.40	58.87

Treasurer's Report - Summarized by Main GL
For The 5 Periods Ended 5/31/2016

City of Markesan (COP)

	Year to Date	ORIGINAL Annual Budget	Variance	Variance %
General Government				
(Continued)				
Workers Comp	5,095.16	10,951.00	5,855.84	53.47
Employee Bonds	0.00	375.00	375.00	100.00
Municipal Building	14,624.55	44,000.00	29,375.45	66.76
Total General Government:	146,687.05	332,443.00	185,755.95	55.88
Public Safety				
Police Administration	29,965.81	70,000.00	40,034.19	57.19
Police Training	3,772.63	11,200.00	7,427.37	66.32
Police Patrol	55,221.62	116,000.00	60,778.38	52.40
Police Criminal Invest.	527.46	5,000.00	4,472.54	89.45
Police Rotations	0.00	200.00	200.00	100.00
School Crossing Guards	3,720.50	9,500.00	5,779.50	60.84
Fire Department	12,257.25	85,000.00	72,742.75	85.58
Ambulance Service	26,437.50	31,438.00	5,000.50	15.91
Building Inspection	857.42	5,000.00	4,042.58	80.85
Emergency Government	672.79	6,000.00	5,327.21	88.79
Total Public Safety:	133,532.98	339,338.00	205,805.02	60.65
Public Works				
Streets Administration	1,613.24	10,000.00	8,386.76	83.87
Public Works Buildings	3,405.39	11,750.00	8,344.61	71.02
Public Works Machinery & Equipment	19,242.03	34,500.00	15,257.97	44.23
Roadway Maintenance	1,446.88	13,000.00	11,553.12	88.87
Curb & Gutters	22.65	500.00	477.35	95.47
Traffic Sign & Markings	558.64	2,000.00	1,441.36	72.07
Bridges & Culverts	90.60	500.00	409.40	81.88
Snow & Ice Control	10,117.59	25,000.00	14,882.41	59.53
Street Lighting	9,665.54	29,000.00	19,334.46	66.67
Sidewalks	0.00	500.00	500.00	100.00
Storm Sewers	90.60	1,750.00	1,659.40	94.82
Street Cleaning	211.52	1,800.00	1,588.48	88.25
Parking Lots	22.65	500.00	477.35	95.47
Sanitation-Trash	20,943.87	63,652.00	42,708.13	67.10
Landfill Monitoring	0.00	5,200.00	5,200.00	100.00
Recycling-Curbside	6,861.72	20,876.00	14,014.28	67.13
Recycling Center	1,573.50	4,500.00	2,926.50	65.03
Recycling Center-Mackford	300.42	1,600.00	1,299.58	81.22
Recycling Center - Manchester	300.43	1,600.00	1,299.57	81.22
Recycling Center - Green Lake	584.34	3,000.00	2,415.66	80.52
Weed & Brush Control	0.00	1,000.00	1,000.00	100.00
Total Public Works:	77,051.61	232,228.00	155,176.39	66.82
Health & Human Services				
VermIn/Insect Control	0.00	300.00	300.00	100.00
Humane Shelter	0.00	500.00	500.00	100.00
Senior Transportation	1,554.98	1,555.00	0.02	0.00
Cemetery	1,156.25	7,300.00	6,143.75	84.16
Total Health & Human Services:	2,711.23	9,655.00	6,943.77	71.92
Culture, Rec & Educ				
Library	33,067.91	65,200.00	32,132.09	49.28

Treasurer's Report - Summarized by Main GL
For The 5 Periods Ended 5/31/2016

City of Markesan (COP)

	Year to Date	ORIGINAL Annual Budget	Variance	Variance %
Culture, Rec & Educ (Continued)				
Parks	4,746.63	11,000.00	6,253.37	56.85
Celebrations	427.00	4,000.00	3,573.00	89.33
Summer Recreation Programs	0.00	2,000.00	2,000.00	100.00
Events Committee	25.00	8,000.00	7,975.00	99.69
Total Culture, Rec & Educ:	38,266.54	90,200.00	51,933.46	57.58
Conservation & Development				
Advertising & Promotion	100.00	800.00	700.00	87.50
TIF Development	217.09	0.00	-217.09	0.00
Zoning Expenses	94.80	500.00	405.20	81.04
Mapping	0.00	1,000.00	1,000.00	100.00
Total Conservation & Development:	411.89	2,300.00	1,888.11	82.09
Capital Outlay				
City Hall - Outlay	6,611.23	15,000.00	8,388.77	55.93
General Admin - Outlay	0.00	2,500.00	2,500.00	100.00
Fire Department - Outlay	17,125.00	0.00	-17,125.00	0.00
Emergency Government - Outlay	0.00	5,000.00	5,000.00	100.00
PW Equipment - Outlay	0.00	30,000.00	30,000.00	100.00
PW Garage & Shed - Outlay	0.00	3,000.00	3,000.00	100.00
Streets - Outlay	19,399.56	70,000.00	50,600.44	72.29
Parking Lots - Outlay	0.00	500.00	500.00	100.00
Recycling Center - Outlay	0.00	500.00	500.00	100.00
Cemetery - Outlay	0.00	3,000.00	3,000.00	100.00
Library - Outlay	0.00	800.00	800.00	100.00
Parks - Outlay	0.00	5,000.00	5,000.00	100.00
Total Capital Outlay:	43,135.79	135,300.00	92,164.21	68.12
Debt Service				
2009 BOND ISSUE	183,890.00	194,805.00	10,915.00	5.60
PRINCIPAL	8,066.50	21,480.00	13,413.50	62.45
INTEREST	1,283.90	3,429.00	2,145.10	62.56
Total Debt Service:	193,240.40	219,714.00	26,473.60	12.05
Utility Expenses				
Taxes Water	409.08	0.00	-409.08	0.00
Wages & Salary Water	2,448.25	0.00	-2,448.25	0.00
Power Purchase Water	5,088.00	0.00	-5,088.00	0.00
Repairs to Water Plant	982.29	0.00	-982.29	0.00
Transportation Water	441.24	0.00	-441.24	0.00
Clerical Wages Water	1,326.06	0.00	-1,326.06	0.00
Office Supplies & Expense Water	1,437.86	0.00	-1,437.86	0.00
Outside Services Water	234.20	0.00	-234.20	0.00
Employee Benefits Water	2,221.67	0.00	-2,221.67	0.00
Misc General Expense Water	496.56	0.00	-496.56	0.00
Taxes Sewer	2,549.35	0.00	-2,549.35	0.00
Wages & Salary Sewer	21,464.19	0.00	-21,464.19	0.00
Power for Pumping Sewer	5,916.05	0.00	-5,916.05	0.00
Power for Pumping Lifts	1,877.10	0.00	-1,877.10	0.00
Operating Supplies Sewer	1,147.00	0.00	-1,147.00	0.00
Transportation Sewer	441.27	0.00	-441.27	0.00

**Treasurer's Report - Summarized by Main GL
For The 5 Periods Ended 5/31/2016**

City of Markesan (COP)

	Year to Date	ORIGINAL Annual Budget	Variance	Variance %
Utility Expenses (Continued)				
Maintenance Sewer Coll System	788.04	0.00	-788.04	0.00
Maintenance Collection Pump Equipment	49.06	0.00	-49.06	0.00
Maintenance Treatment Plant Equipment	4,709.53	0.00	-4,709.53	0.00
Maintenance Buildings & Grounds	2,801.35	0.00	-2,801.35	0.00
Clerical Wages Sewer	1,325.56	0.00	-1,325.56	0.00
Meter Reading Water	402.60	0.00	-402.60	0.00
Meter Reading Sewer	402.60	0.00	-402.60	0.00
Office Supplies Expense Sewer	1,472.70	0.00	-1,472.70	0.00
Outside Services Sewer	7,143.17	0.00	-7,143.17	0.00
Insurance Expense	6,215.07	0.00	-6,215.07	0.00
Employee Benefits Sewer	15,129.56	0.00	-15,129.56	0.00
Misc General Expense Sewer	895.18	0.00	-895.18	0.00
Total Utility Expenses:	89,814.59	0.00	-89,814.59	0.00
Utility Outlay				
Outlay - Sewer Collection System	9,746.94	0.00	-9,746.94	0.00
Outlay - Water Mains	9,746.95	0.00	-9,746.95	0.00
Total Utility Outlay:	19,493.89	0.00	-19,493.89	0.00
Total Expenses:	744,345.97	1,361,178.00	616,832.03	45.32
Net Income from Operations:	-614,800.36	0.00	-614,800.36	0.00
Earnings before Income Tax:	-614,800.36	0.00	-614,800.36	0.00
Net Income (Loss):	-614,800.36	0.00	-614,800.36	0.00

TOM'S PAINTING & POWER WASHING

INVOICE

Date: May 15, 2016

Soldiers & Sailors park

Please detach and return this stub with your remittance

[illegible]

Please pay this amount: \$600.00

Thank you for your patronage, we look forward to working with you again soon!



WI Department of Natural Resources 2016 Environmental Fee Invoice

Descriptions of what you are being billed for are on the back side of this page

For additional questions please contact:

Laboratory Certification fees
NR101 Wastewater fees
Wastewater Groundwater fees

Rick Mealy
Keri Behm
Keri Behm

richard.mealy@wisconsin.gov
keri.behm@wisconsin.gov
keri.behm@wisconsin.gov

(608)264-6006
(608)266-3291
(608)266-3291

ANTHONY DORO
MARKESAN WASTEWATER TREATMENT FACILITY
461 W MANCHESTER ST
PO BOX 352
MARKESAN WI 53946-0352

Invoice for Facility ID: 424004680
MARKESAN WASTEWATER TREATMENT FACILITY
461 W MANCHESTER ST
MARKESAN WI 53946

This first page contains the total amount due for your facility. The second page contains an itemized listing of the fees for your records.

Attention: The State of Wisconsin has implemented a new financial system to process all invoices.

If you pay by check, you must include the payment stub at the bottom of your invoice for your payment to be processed on time and to avoid a possible late fee. If you pay on-line, you will be asked to provide the invoice number below.

To ensure quality on time service in the future please assist with the following:

- Ensure that we have the most current email address on file
- If your email address changes please inform us of these changes
- Please add DNREnvironmentalFees@wisconsin.gov to your contacts list and mark as not SPAM

If you have any questions or concerns please contact us at (608) 267-3123 or by email at DNREnvironmentalFees@wisconsin.gov.

753040-01-1
sewer
to

Detach and enclose this portion with your check payable to Wisconsin DNR

If billing address is incorrect, please show changes:

ANTHONY DORO
MARKESAN WASTEWATER TREATMENT FACILITY
461 W MANCHESTER ST
PO BOX 352
MARKESAN WI 53946-0352

Invoice No: 424004680-2016-1
Customer ID: MUNI000156
Invoice Date: 05/26/16
Amount Due: \$2,437.12
Date Due: 06/25/16

Please mail to:

Wisconsin DNR - Environmental Fees
PO Box 93192
Milwaukee, WI 53293-0192

Pay by credit card or e-check at <http://dnr.wi.gov/epay>





June 2, 2016

Sent Via Email

Lavonne Athorp
Clerk-Treasurer
City of Markesan
150 S. Bridge Street
Markesan, WI 53946

RE: Proposal to Assist with the Preparation of Safe Drinking and Clean Water Fund Loan Applications

Dear Lavonne:

Ehlers is pleased to provide this proposal to assist the City in preparing Safe Drinking (SDWL) and Clean Water Fund Loan (CWFL) Applications. Ehlers will provide independent municipal advisory services in conjunction with the proposed Safe Drinking and Clean Water Fund Programs' financing of Water and Sewer Utility Projects, further identified as follows:

Scope of Services:

- Prepare the following for the loan application:
 - Project financing timetable
 - Review the project budgets for each loan
 - Existing debt
 - Projected debt schedule for Project debt
 - Security for proposed Project debt (revenue or general obligation pledge)
 - Projections of revenues and expenses
 - Debt coverage projections
 - Refinancing Transactions Worksheets
- Advise the City regarding:
 - Engagement of bond counsel to prepare the required loan resolutions
 - Dates for adoption of the loan resolution and loan closing
- Furnish electronic copies for inclusion in loan application of the following:
 - Latest official statement and authorizing resolution for City debt
 - City debt schedules
 - Water and Sewer-purpose debt schedules
- Respond to questions from SDWP and CWFP loan administrators as needed
- Assist in coordinating activities with Project engineers, City staff and bond counsel with respect to the SDWFP and CWFP loans.
- Upon the completion of the Project and final SDWP and CWFP loan draws, update the City's debt schedules

Scope of Service Limitations:

Notwithstanding the Scope of Services listed above, Ehlers' engagement related to this Project is expressly limited as follows:





EHLERS
LEADERS IN PUBLIC FINANCE

- The City has previously determined that it will utilize the Safe Drinking and Clean Water Fund Loan Programs as the source of financing for these projects. Based on this direction, Ehlers will not investigate other potentially feasible financing options.

Compensation:

We will complete the above services for a cost not to exceed \$6,500 for the Safe Drinking Water Fund Loan and \$6,500 for the Clean Water Fund Loan, and will invoice monthly for services provided up to the total project fee. Please let us know via Email if this proposal is satisfactory. We will commence work immediately upon your Email authorization.

Sincerely,

EHLERS & ASSOCIATES, INC.

Greg Johnson
Senior Municipal Advisor/Vice President

Jonathan P. Cameron
Municipal Advisor

Accepted by City of Markesan, WI:

Name and Title

Date

CITY OF MARKESAN
RESOLUTION NO. 05-2016

COMPLIANCE MAINTENANCE RESOLUTION
CMAR REPORT YEAR 2015

BE IT RESOLVED, that the City of Markesan informs the Wisconsin Department of Natural Resources that the following actions were taken by the Common Council:

1. Reviewed the Compliance Maintenance Annual Report which is attached to this Resolution.
2. Set forth the following actions necessary to maintain effluent requirements contained in the WPDES Permit:
 - a. That Anthony Doro and Jeffrey Heberer of the Wastewater Treatment Plant be commended for continuing their successful maintenance program.
 - b. That this maintenance program be continued and revised, as necessary, to provide the best possible system for maintenance.

Adopted by the Common Council of the City of Markesan this 14th day of June, 2016, by a roll call vote of _____ Aye, _____ Nay, _____ Absent, _____ Abstain.

CITY OF MARKESAN

Rich Slate, Mayor

ATTEST:

Lavonne Athorp, City Clerk-Treasurer

**LITTLE GREEN LAKE PROTECTION AND REHABILITATION DISTRICT
P. O. BOX 212
MARKESAN, WISCONSIN 53946**

May 31, 2017

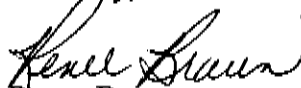
City of Markesan

Dear City of Markesan Board,

Our Little Green Lake Protection and Rehabilitation District reserved the buildings at Soldiers and Sailors Park, on May 21, 2016 to have our annual meeting. Each building was \$85.00 for rental fees, for a total of \$170.00. It is our understanding that non profit organizations do not pay a fee for renting the park buildings. Our District is a non-profit organization and therefore we are requesting the fee returned. We did receive the \$100.00 security deposit back for leaving the facility in the same condition it was when we arrived for set up.

I thank you in advance for your time in considering this matter.

Sincerely,



Renee Braun

Little Green Lake P & R District

Public Property & Health Committee
Markesan City Hall

June 4, 2015
7:00p.m.

COPY

Call to order at 7:00 p.m.

Roll call was by sign - in.

Citizen's Comments; Scott Mundro asked about raising funds for park improvements in the city. The committee recommended him to contact Martin.

Public Works Report was presented by Tom Roberts. Vandalism at Soldiers & Sailors Park was captured on video. The daycare floor in city hall is waxed and ready for use. Motion by Mayor Slate & 2nd by Ald Henke to bring the waste and recycling bids to council for approval. Motion passed. The Soldiers and Sailors lawn mowing is under no contract at present. It was the recommendation of the committee to have bids gotten for the future.

Discussion was held regarding shared services cost sharing with Library and Water & Sewer Dept. Motion by Ald. Henke & 2nd by Mayor Slate to charge a blended rate, of salary & fringe benefits for administrative, clerical, maintenance and technology to be reviewed annually. Motion passed. After discussion of use of city facilities, motion by Ald. Henke & 2nd by Ald Zastrow to continue to offer free use, and to grandfather the following groups from having to have a security deposit: Kiwanis, CHN-Weight Loss, TRIAD, HCE, TOPS, Historical Society, St. John's Lutheran Church, Lions, National Day of Prayer, ~~Fraternal Order of Police, Boy Scouts, Girl Scouts, and~~ 4-H Clubs. Motion passed. Other groups requesting free use would need to get approval from the Committee and pay the security deposit.

After extensive review of telephone and internet services for city departments there was a projected annual savings of 6208.15. Good job to Lavonne and Martin. Motion by Ald Henke & 2nd by Ald Abendroth to eliminate the local board of health and send to council for final approval. Motion passed.

Motion by Ald. Henke & 2nd by Ald. Zastrow to adjourn at 8:01 p.m. Motion passed.

Respectfully submitted;
Ald. Abendroth

Lavonne Athorp

From: Lucy Hazlewood
Sent: Wednesday, June 08, 2016 3:10 PM
To: Lavonne Athorp (lathorp@markesanwi.gov)
Subject: Library board appointments

Lavonne,

I saw Rich and he asked that I email you with the following.

Dear Rich and City Council,

I have been asked by the Library Board to notify you of a library board vacancy and the following recommendations.

Recently, the school representative on the library board found it necessary to resign due to work demands at school. He has suggested Jo Hendee as his representative. As Jo is already on the board, this will give us a vacancy. Recently Jamie Jahnke has expressed an interest to be on the library board.

Please let me know after you have made the appointment so that I may send a meeting packet to the new board member.

Feel free to call me at the library if you have questions. 398-3434

Lucy Hazlewood
Library Director